



**TOWN OF ACTON
DESIGN REVIEW BOARD
MINUTES OF MARCH 7, 2012 MEETING**

7:30 p.m.
Room 121, Town Hall

NEXT COMMITTEE MEETING: Wednesday, March 21, 2012
 Acton Town Hall, Rm 121, 7:30 p.m.

Present: Ann Sussman (Chair), Holly Ben-Joseph (Vice-Chair), David Honn, Chris Dallmus, Conor Nagle, David Clough (BoS liaison)
Meeting was called to order at 7:35 p.m.

We reviewed the memo from 2-15-12, 40 Sudbury Road. From this point forward we will use this memo as a template for review memos. Memos need to be sent to: DRB, BoS, Clerk, Roland at Planning Dept, referring agency and the proponent.

Ann Sussman reported that she and Holly Ben-Joseph presented the new guidelines to Town Manager, Mr. Ledoux. We also discussed how DRB review can be included in the steps the Town requires for permitting. We spoke in general terms on the idea of moving all plan review to the planning board. Mr. Ledoux thought it was a worthwhile idea to study.

Action Item- Ann Sussman will write thank you note to Mr. Ledoux for meeting with us. Ann will write the note and will ask if Mark can include the guidelines in the new permitting software

Acton 2020. The DRB members expressed mixed reactions to the report. Most thought the report did a good job summarizing general town goals. Some members felt the report did not give enough information for implementation of the goals.

Membership Notes

It was agreed that Ann Sussman will be chair until June. Holly Ben-Joseph will co-chair with Ann if her schedule permits, and in June Holly Ben-Joseph and Chris Dallmus will co-chair. Ryan Bettez's membership will expire 2012, we will request that he re-up
Chris Dallmus' membership will expire 2012, he will re-up
Conor Nagle's membership will expire 2012, he will re-up

Meeting Adjourned at : 8:45
Respectfully Submitted by:
Holly Ben-Joseph